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STATE OF DELAWARE  
**DEPARTMENT OF TRANSPORTATION**  
DIVISION OF MOTOR VEHICLES

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CAROLANN WICKS, P.E.  
SECRETARY

## **IMPORTANT NOTICE**

TO: All Dealers

FROM: Delaware Division of Motor Vehicles

SUBJECT: CHANGE OF DEALER HOURS

DATE: May 11, 2010

**Effective May 24, 2010**, the Delaware Division of Motor Vehicles in cooperation with the Delaware Auto and Truck Dealers Association will be changing our dealer hours to better serve the citizens of Delaware. The division will implement new hours from 8:00 a.m. until 9:00 a.m. on Mondays, Tuesdays, Thursdays and Fridays. No dealer work will be processed on Wednesdays.

When implementing new hours several months ago, we listened to your comments and concerns and have taken them into consideration which has caused us to re-evaluate those hours. The start time of 8:00 a.m. was the single most requested change from all. This new start time will also enable the division to focus our resources on dealer processing.

Dealers may have two (2) pieces of emergency title work processed immediately from 8:00 a.m. until 9:00 a.m. Dealers may leave four (4) additional pieces of work to be processed at the division's Georgetown, New Castle, or Wilmington facilities. All other dealer work should be submitted in a folder to be processed. The New Castle facility will still be used by assigned dealers.

cc: Delaware Auto and Truck Dealers Association  
First State Manufactured Housing Association

